

## **SAN DIEGO CONTINUING EDUCATION EXECUTIVE GOVERNANCE COUNCIL**

*San Diego Continuing Education Commits to student success and community enrichment by providing accessible, equitable, and innovative quality education and support services to diverse adult learners in pursuit of lifelong learning, training, career advancement and pathways to college.*

**December 02, 2020 ECC Room 106  
2:00 p.m.**

**Carlos Turner Cortez, Chair**

**Call to Order: 2:02pm**

**Members Present:**

1. Carlos Turner Cortez, SDCE President
2. Mark Nesbit on behalf of Jacqueline Sabanos, Vice President Administrative Services
3. Michelle Fischthal, Vice President Instructional Services
4. Katie Serbian on behalf of Star Rivera Lacey, Vice President Student Services
5. Andrei Lucas, Dean, Automotive, Skilled and Technical Trades
6. Neill Kovrig, President, Classified Senate
7. Ed Madrid, Vice President, Classified Senate
8. Matthew Rivaldi, Vice President, Academic Senate
9. Rachel Rose, Chair of Chairs, Academic Senate
10. Mitza Lindsey, Secretary Treasurer, Classified Senate
11. Danielle Ninness, Member at Large, Classified Senate

**Members Absent:** Richard Weinroth, Academic Senate, Past President; Olivia Flores, Academic Senate Treasurer, John Bromma, President, Academic Senate

**Guests:** Laurie Coskey, Executive Director, SDCE Foundation, Jessica Luedtke, Dean PRIE, Olena Kirklen, Student Representative, Aaron Iffland, Faculty, Timothy Pawlak, Academic Senate, Kelly Henwood, Projects Manager, Katie Serbian, Acting Dean of DSPS/Student Affairs, Mark Nesbit, Accounting Supervisor, Michelle Gray, Dean Business Digital Media Programming & IT

**Approval of Agenda**

Approved as Amended, MSP: *Novrig, Rose*

Abstentions: None

**Approval of 11/04/2020 Meeting Minutes**

Approved, MSP: *Kovrig, Lindsey*

Abstentions: None

**Presentation**

Digital Media and Programming by Michelle Gray, Dean Business, Digital Media Programming, and IT

**Academic Senate Update**

Academic Senate update by Matthew Rivaldi, Vice President, Academic Senate President

- No new update.

**Classified Senate Update**

Classified Senate update by Neill Kovrig, Classified Senate President

- No new update.
- Toni Martinez will be coming to the next Classified Senate meeting to lead a mindfulness practice.

## **Student Report**

Student Report update by Olena Kirklen, ASB Student Representative

- Continuing to work on their projects

## **Board of Trustees**

BOT Update by Mark Nesbit on behalf of Jackie Sabanos, Vice President Administrative Services

- SDCE Name Change has been submitted for the 12/17 meeting.

## **Accreditation**

Accreditation update by Jessica Luedtke, Dean PRIE

- Progress Report is being brought forth for Executive Governance Council approval.
- The Accreditation Site Visit will be held virtually this next spring.

## **Enrollment Management**

Enrollment Management update by Michelle Fischthal, Vice President Instructional Services

- No update, but there are plans to discuss enrollment data with the Vice Chancellor of Educational Services.
- Enrollment Registration began 11/30 for some courses, and orientations for Spring are starting to open as well.

## **ASB/ARCC**

Update by Katie Serbian on behalf of Star Rivera-Lacey, Vice President Student Services

- ASB is continuing to work with Dr. Carter at the District Office to identify a CE Student Representative for the Unified Student Council.

## **Budget Committee**

Update by Mark Nesbit on Jackie Sabanos, Vice President of Administrative Services

- Currently finalizing the online equipment request form, and is awaiting feedback from both Academic and Classified Senate.

## **Safety and Facilities Committee**

Update given by Mark Nesbit on behalf of Jackie Sabanos, Vice President of Administrative Services

- No meeting since the previous EGC Meeting, but they are continuing to monitor the current COVID-19 situation.

## **Professional Development Committee**

Professional Development Committee update by Michelle Fischthal on behalf of Jessica Luedtke, Dean, PRIE

- A Proposal to add a classified subcommittee has been received, and is continuing to be reviewed and edited.
- There is a document for 2021 Remote Work & PD priorities is being drafted, which will be brought up in the upcoming spring.

## **Technology Committee**

Update by Aaron Iffland, Faculty

- Met on 11/19 to discuss the email system difficulties, particularly being restricted on a gray list which is preventing emails being delivered to students.

## **SDCE Foundation**

Update by Carlos Turner Cortez on behalf of Laurie Coskey, Executive Director SDCEF

- Dr. Coskey is continuing to apply youth grants towards the next grant cycle (4 grants), and is in process of implementing the SB1 Grant and writing a City implemented one, funded by the Department of Labor grant to the workforce partnership.
- ETi Information Sessions will be held on 12/9 and 12/10 to discuss what contract and fee-based education is.

## **Annual integrated Planning**

Update by Jessica Luedtke, Dean PRIE

- Requests for resources and strategic plans are due this Friday.
- Cross Functional teams will begin to review resource requests for quality assurance, and feedback to help them complete their requests will be provided in January.

#### **Action Items:**

#### **Motion to Approve: SDCE ASC WASC Program Review**

Motion to approve: the San Diego Continuing Education ACS WASC Mid-Cycle Visit School Progress Report

Approved, MSP: *Kovrig, Lucas*

No abstentions.

- Prior to the Mid-Cycle Visit in April, feedback will be given in January or February. This document will be sent henceforth from Executive Governance Council to the District and Board approval in January.

#### **Informational Items:**

#### **Special Projects**

Update by Carlos Turner Cortez on behalf of Star Rivera-Lacey, Vice President Student Services

- SDGCC is in the process of rewriting a grant to sustain the next five years, and is in the process of recruiting for the 5<sup>th</sup> year of the San Diego Promise.
- Several grants are out to expand and complete funding under the Rising To Success Pathways.
- R2SS: In process of applying for renewal of funding from the Lucky Duck Foundation. A grant to extend the funding is being written by Dean Maureen Rubalcaba.
- Dean Stephanie Lewis has also been providing services, despite closure, for career placement opportunities for students.
- SDCE Eats: We will be relaunching the Farm to Family Fair at ECC in February.

#### **Public Information Office**

Update by Carlos Turner Cortez, SDCE President

- Two articles were published last week in the Community College Daily, which is a newspaper of the American Association of Community Colleges' online news publication.

#### **Upcoming Important Dates**

Update by Carlos Turner Cortez, SDCE President

- Brief reminder of the Holiday Reception
- Two informational sessions will be held in December for ETi and ICOM.

#### **Round Table**

- Discussed what each attendee did for Thanksgiving, holiday reception reminders, and reopening predictions.

Meeting Adjourned: 3:10pm